

## **ENVIRONMENTAL HEARINGS OFFICE**

### **Minutes of Meeting**

**July 25, 2006**

**1:30 pm**

The July 2006 meeting was called to order by Chair Bill Lynch in the Boards' office in Lacey, Washington. Present were Chair Bill Lynch and Board Members Kathleen Mix and Andrea McNamara Doyle; Administrative Appeal Judges, Phyllis Macleod, Kay Brown, and Cassandra Noble; Administrative Manager Robyn Bryant, Hearings Coordinator Judy Greear and Administrative Secretary Debbie Joblonski. Minutes of the June meeting were read and approved.

Handouts were distributed for review for the month of June, which included the pollution, shoreline, forest practice, hydraulic, and environmental and land use appeals filed, a brief summary of all cases that have closed, and the Case Statistics Report.

### **Appellate Update**

Chair Bill Lynch reported that SHB No. 05-031 D&S Ventures and Derek Hoyte v. Ecology and Clark County was appealed to Clark County Superior Court. Mr. Lynch also reported that Preserve Our Islands, Washington Environmental Council, and People for Puget Sound v. King County and Northwest Aggregates was affirmed.

### **Agency Self Assessment**

Robyn Bryant reported that all agencies are needing to fill out a self assessment for their agency. Our assessment is due on September 30, 2006. Everyone will fill out a self assessment of the agency and turn it into Robyn soon after Labor Day and Robyn will compile all assessments into one.

### **Agency Retreat**

Andrea McNamara Doyle provided everyone with a handout that she created stating the action items that we discussed at the retreat.

### **Financial Report**

Robyn Bryant reported that the agency's budget continues to show a surplus. We have paid for upgrades to our website and have renewed our Westlaw contract.

Robyn Bryant is currently working on our budget for the 2007-09 biennium, which is due in August.

### **Annual Review and IT Requirements**

Robyn Bryant distributed handouts for everyone to review on the 2006 Amendments to the IT Portfolio, IT Security Plan and the Disaster Recovery and Business Resumption Plan. All employers reviewed the materials, and participated in a walk-thru of the fire/earthquake evacuation route.

### **Building Update**

Robyn Bryant is scheduling a meeting with the building owners to discuss the lack of response by the building managers in completing repairs and failure to complete the carpet and window cleaning.

### **Good of the Order**

A big thanks to Cassandra Noble for presiding and managing the Boatyard hearing.

The meeting was adjourned at 2:15 pm.

Debbie Joblonski  
Administrative Secretary